

Animal Resources Team Newsletter

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Editor

COOP READY FOR Y2K – ARE YOU?

(by Kerry Taylor)

The countdown to the Y2K weekend has begun in earnest; soon the final days of 1999 will be history! Following a flurry of meetings, e-mails and web site notifications, the animal program community should be well prepared for the NIH reporting requirements starting December 30th. On that day, beginning at 9:00 a.m., each IC will report the pre-Y2K status of their computers and facilities, in accordance with prearranged color-codes (green, yellow, red) to the ORS Command Center, telephone 5-2000. Here are some other means of contacting the ORS CC and/or Animal Resource Coordinator should the primary telephone line fail:

- ARC ISDN line 301-402-4474
- ARC analog line 301-402-5322
- ORS CC Fax number 301-402-5270
- ARC E-mail ors-cc-arc@mail.nih.gov
- Facility radios Bldgs 14/28, 49, CC, Flow, 5RC
- Physically report Bldg 31/B4 level

The ORS CC will collate the individual IC reports and forward them “up the chain” to the NIH CC, who will then in turn send the entire NIH report to the DHHS. DHHS will finally transmit all departmental reports to the White House, along with the other Federal agencies.

The NIH expects business as usual throughout the Y2K period, but the ORS CC will be manned full time Dec 31st through January 1st, then partially manned (the Animal Resources Coordinator will be in an “on-call” status) for the remainder of the weekend, Jan 2-3.

As a reminder, ICs are to report in on Dec 30th, then once again to the ORS CC with their post-Y2K computer and facility status as soon as practical on Jan 1st beginning at 1:00 a.m. Once the Jan 1 report has been made, ICs should notify the ORS CC only when

they have changes in status which are different from their Jan 1 report.

Please note that any facility issues are to be reported in the normal manner using the same communication procedures that would normally be used on any weekend. In other words, there are no special procedures for reporting maintenance problems, security issues, or emergencies during the Y2K weekend. Other points to consider during this period:

- You must have your NIH ID card to gain access to any building.
- There will be enhanced staffing for Fire, Police, and Security.
- Do not discuss Y2K with the media; refer them to the Public Affairs office (6-2700).
- Make a backup copy of your desktop/laptop files.
- Turn off computers, workstation, printer, and any non-essential electrical appliances.
- Turn off office/lab lights and lock office doors.
- Avoid using cellular telephones.

Stay informed! If you want to check on the status of NIH operations over the holiday weekend, call 301-594-9725, or TTY/TDD 301-496-8294 for a continuously updated status announcement.

DISASTER RESPONSE PLANS

As Y2K is quickly approaching, we hope all ICs have finalized SOPs and conducted training to ensure your staff is ready to handle anticipated animal facility emergencies that may arise at the stroke of midnight on Dec 31st. If you have any last-minute questions concerning Y2K issues, or disaster preparedness in general, please do not hesitate to contact the primary Animal Resources Coordinator, Dr. Kerry Taylor.

Hopefully, mild weather will continue, but we could experience severe weather and the resulting personnel and supply shortage at any time. Are you ready?

- ➡ Is your essential animal care staff prepared to report to work in any kind of weather? You may want to consider designating specific teams comprised of a veterinarian, a technician, and some caretakers to be “on the spot” for a week at a time. If you have enough personnel, you can rotate this responsibility through several teams throughout the winter months. You should ensure they have some means of reporting to work, and have enough food and clothing to last several days. You may want to stage some cots or mats in your facility, or have the ability to put them up in a nearby hotel if you think severe weather may prohibit essential personnel from getting to work.
- ➡ Do you have enough animal feed on hand if deliveries are interrupted?

DISASTER PREPAREDNESS QUIZ

(by Dr. Kamela Evans-Davis)

As ICs are working to finalize their disaster/contingency plans, how “READY” are you?

1. Your facility has just experienced an emergency in which minor computer and electrical problems are experienced. Animal welfare was not significantly affected and your facility was able to continue operations using internal resources. Which code would you report to the Command Post? Green, Yellow, Red, or Gray
2. True or False. Smoke, heat, and toxic gasses from a fire, rather than flames, are the most common cause of fire-related deaths and injuries.
3. The _____ Report should be generated after any emergency or disaster. This document should describe the incident and its immediate effects, methods employed to resolve the event, and preventative measures.
4. True or False. Wounds that break the skin as a result of being scratched by objects that have been in contact with Old World macaques are not considered medical emergencies.
5. What do the acronyms COOP and ARC stand for?

Answers to the Disaster Preparedness Quiz in the October issue:

1. What does the acronym FEMA stand for? **Federal Emergency Management Agency**
2. What does the acronym DPAAC stand for? **Disaster Program Animal Advisory Committee**
3. What is your first concern in any emergency situation? **Personnel safety**
4. Why are our animal facilities required to have disaster plans? **1) Federal mandate by the President, and 2) AAALAC compliance**
5. True or False. Upon evacuation of the building, everyone is to meet immediately outside the building entrance so that their evacuation from the building can be accounted for. **False. Everyone is to gather in a predetermined meeting place which is a safe distance from the building to allow emergency equipment on the scene and in the event there could be an explosion of some sort.**
6. When is the Y2K Command Post Exercise scheduled? **Friday, November 12, 1999**
7. Does a Level I or Level III disaster have more disruption and damage associated with it? **Level III**
8. What phone number do you dial for an emergency on the Bethesda NIH campus? **911**
9. What are the first 3 things that you should do if you receive a bomb threat via a telephone call? **1) Obtain as much info as possible from the caller, 2) call the police, 3) complete the Bomb Threat Checklist**
10. True or False. In a power outage DES will handle all calls in the order received. **False. IF (and ONLY if) you tell them that research animal lives are at risk, your call will be elevated to priority over other areas (with the exception of the Clinical Center).**

FOR YOUR INFORMATION

The AAVDM (American Academy On Veterinary Disaster Medicine) is one of the oldest organizations dedicated to the care of animals in disasters. The Academy was formed in 1984, and in 1995 became a registered charitable organization. It has a comprehensive network of leaders of the care of animals in disasters. The membership of the Academy consists of veterinarians, other concerned individuals, and corporations interested in the prevention and amelioration of natural and manmade disasters involving animals and the environment, which may occur at the local state, national, and international level. Membership, which includes a subscription to the quarterly AAVDM Newsletter costs \$25.00/year. Contact Joanne Howl at 301-261-9940 or e-mail (jovet@aol.com) for more information.

**!!! MERRY CHRISTMAS
and HAPPY NEW YEAR !!!**